

Instructions for the Form for ARES Applicants

The Form for ARES Applicants has been prepared by the Staff of the Illinois Commerce Commission (“Staff”). It is intended to be a source of information and a template that may be of use to entities petitioning the Illinois Commerce (“Commission”) for a Certificate of Service Authority to be an Alternative Retail Electric Supplier (“ARES”) under Section 16-115 of the Public Utilities Act (“Act”) [220 ILCS 5/16-115] and 83 Ill. Adm. Code 451 (“Part 451”), Certification of Alternative Retail Electric Suppliers. The form is presented in a generic format and should be individually tailored by each ARES applicant before sending to the Commission. The Form is not intended to constitute legal advice regarding compliance with Section 16-115 of the Act, Part 451, or any applicable case law.

An ARES applicant can apply for certification under any one of four Subparts:

- Subpart B to serve only nonresidential retail customers with maximum electrical demands of one megawatt or more,
- Subpart C to serve nonresidential retail customers with annual electric consumption greater than 15,000 kWh,
- Subpart D to serve all retail customers, or
- Subpart E to serve only the applicant itself and retail customers, at separate locations, if the customers are both owned by, or are subsidiaries or other corporate affiliate of, the applicant and are eligible for delivery services.

In addition to the certification under the subparts B through E, an ARES applicant can also apply for authorization to provide single-billing service under Subpart F.

A Docket Number will be assigned after the applicant has made its filing with the Commission. Applicants are encouraged to communicate with Commission Staff and/or submit a draft application to Staff for review prior to filing the ARES application.

Part 451 describes the requirements applicable to an entity seeking to become certified as an ARES in the State of Illinois. The Form for ARES Applicants is only to be used as a tool in the application process; it should not be construed as the official Commission rule. In the Form for ARES Applicants, there are references to certain sections of Part 451, which are shown as bracketed references [451.XX]; please review the appropriate sections of Part 451ⁱ before agreeing to or certifying to any requirement. Clearly state the exact section when referring to Part 451. In addition, do not include references to sections that do not apply to your application.

83 Ill. Adm. Code 200 (“Part 200”), Rules of Practice, provides the Commission requirements for filings. Contents of all documents must be consistent with the Commission’s Rules of Practice.ⁱⁱ

ⁱ Part 451: <http://www.ilga.gov/commission/jcaradmincode/083/08300451sections.html>

ⁱⁱ Part 200: <http://www.ilga.gov/commission/jcar/admincode/083/08300200sections.html>

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The original Application must be submitted to
Chief Clerk
Illinois Commerce Commission
527 East Capitol Avenue
Springfield, Illinois 62701

To assist Staff in its review of any application, applicants are asked to provide the Chief Clerk's Office with four additional copies of the Application and all attachments, along with the original. The four additional copies should be labeled as follows to be forwarded to the appropriate Staff:

- Manager of Engineering Department, Energy division
- Manager of Finance Department, Financial Analysis Division
- Consumer Services Division
- Deputy General Counsel, Energy

(A handwritten annotation in the upper right-hand corner of the first page will be sufficient to direct the additional copies to the appropriate Staff.)

In addition, Section 16-115(b) of the Act [220 ILCS 5/16-115(b)] and Part 451.30(a) require the applicant to publish notice of its application in the Official State Newspaper within 10 days following the filing of the application. The Official State Newspaper is the Arlington Heights Daily Herald, whose legal notices department may be reached at (847) 427-4671. The telefax number for the legal notices department is (847) 427-1146, and the e-mail address is legals@dailyherald.com.

The applicant shall send the original and two copies of the proof of publication to the Chief Clerk at the same address set forth above. The filing of the proof of publications should be made as soon as possible after publication.

To file confidential documents, please refer to Part 451.160.

Questions concerning the ARES certification process may be directed to the following Staff:

- Phil Hardas, Finance Department, Financial Analysis Division, at (217) 557-5213 or phardas@icc.illinois.gov, or
- Yassir Rashid, Engineering Department, Energy Division, at (217) 558-3509 or yrashid@icc.illinois.gov